

LIBRARY

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BROWN COUNTY LIBRARY BOARD

NOTE LOCATION: Brown County Kress Family Library

333 N. Broadway, De Pere

Thursday, February 21, 2013

NOTE TIME: 6:15 p.m.

AGENDA

1. Welcome new board member & introductions
2. Consent items (5 minutes)
 - a. Approve/modify agenda
 - b. Approval of minutes
 - c. Ratify actions taken at the January 2013 Library Board meeting:
 1. Election of officers
 2. Disposal of outdoor sign and sound isolation booth
 3. Budget adjustment request to carryover NFLS grant monies for telephone messaging
 4. 2012 Budget carryover notice
 5. Bibliotecha donation
 6. Job descriptions – Administration
 7. Table of Organization change to make IT Librarian exempt 40 hours per week & delete two 11-hour week clerks and create one 19.5 hour week clerk
 8. Performance Review form
 9. NFLS Resource Library Agreement
3. Communications and Open forum for the public (5 minutes)
4. Invited Guests (15 minutes)
 - a. Brown County Public Works Department, Doug Marsh – Central Library repair projects
5. Strategic Planning Discussion (30 minutes)
 - a. Results of BCL Board Retreat – confirm areas of agreement, next steps
 - b. Library of the Future meeting – format, invitations, gathering feedback
6. Library business items (30 minutes)
 - a. Information Services Report
 - b. Financial Manager's report, bills and donations
 - c. Personnel policies
 1. Approve Personnel Administration Policy
 2. Approve Table of Organization change for Central Children's Department
 3. Approve Library Employee 2013 wage schedule
 - d. Facilities report
 - e. Approve Annual Report
 - f. Approve Annual Financial Secretary Report

- g. Approve Table of Organization Changes
- h. Approve First Performance Review form
- 7. Nicolet Federated Library System (5 minutes)
 - a. Monthly update
 - b. Statewide consolidation of systems
- 8. Old business (5 minutes)
 - a. Reimbursement by Adjacent Counties
- 9. President's report (5 minutes)
- 10. Director's report – questions/clarifications (5 minutes)
- 11. Such other matters as are authorized by law (5 minutes)
- 12. Meeting summary; to do's; items for future meetings (5 minutes)
- 13. Adjournment

Notice is hereby given that action by the committee may be taken on any of the items which are described or listed in this agenda.



**Kathy Pletcher
President**

